

LITITZ BOROUGH COUNCIL
Minutes of Meeting Held November 8, 2022
7 South Broad Street, Lititz, PA

The November 8, 2022, Lititz Borough Council meeting was conducted in-person and virtually utilizing Zoom, which is a cloud-based platform for remote video and audio conferencing. The meeting was called to order at 5:30 P.M. by President Weaver with Council members Brubaker, Greiner, Lee, Mobley and Sensenich present. Others in attendance were Mayor Snyder, Sue Ann Barry, Andy Garner, Kerry Nye, Elijah Yearick, Rob McFadden, Jared Hahn, Steve Detz, David Carson, and Chris Strayer. There was no one in virtual attendance. The pledge of allegiance was led by the Mayor.

REPORT OF BOROUGH MANAGER:
2023 Municipal Calendar

On a motion by Greiner with a second by Sensenich, the advertisement of the Year 2023 Municipal Calendar was unanimously approved as follows:

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
*1 ST COUNCIL 7:00 PM	10	14	14	11	9	13	11	8	12	10	***14	12
2 ND COUNCIL 7:00 PM	31	28	28	25	30	27	25	29	26	**31	28	19
PLANNING COMMISSION 7:00 PM	3	7	7	4	2	6	5	1	5	3	7	5
ZONING HEARING 7:00 PM	23	27	20	17	15	19	17	21	18	16	20	18
PARKS COMMITTEE 4:00 PM	23	27	20	17	15	19	17	21	18	16	20	18
BOROUGH AUTHORITY 7:00 PM	26			27			27			26		
SHADE TREE COMMISSION 12:00 NOON	5		2			1			7			
LITITZ/WARWICK/ ELIZABETH/WSD JOINT 7:00 PM			30 LB								30 WT	
FORGE THE FUTURE 2022 COORDINATING COMM 7:30 AM	Suspended for Comprehensive Plan Update											
FORGE THE FUTURE 2022 BUILT & NATURAL INFRASTRUCTURE 7:30 AM	Suspended for Comprehensive Plan Update											
FORGE THE FUTURE 2022 HOUSING & ECONOMIC DEV 7:30 AM	Suspended for Comprehensive Plan Update											
WARWICK EMERGENCY SERVICES COMMISSION 6:30 PM		6 RFC		3 LFC		5 BFC		7 BKFC		2 WCA		4 RFC

All Council, Planning, Zoning, Parks, Shade Tree, and Lititz Borough Authority meetings are held at the Lititz Borough Office, 7 South Broad Street, Lititz, PA. However, due to COVID-19, meetings could be held remotely via Zoom or as a Hybrid. Check the Lititz Borough website at lititzborough.org prior to the meeting to see if a remote meeting has been scheduled instead of, or along with, an in-person meeting.

*First Council Meeting each month, if called by President

**MS4 Annual Report

***Budget Meeting, November 14, 2023, will be held at 5:30 PM

2023 Recognition Dinner is Wednesday, December 13, 2023, 6:30 PM, at the Lititz Springs Inn & Spa

2023 Municipal Calendar (Cont)

WT – Meeting held at Warwick Township Building – 315 Clay Rd
LB – Meeting held at Lititz Borough building – 7 S Broad St
WCA – Meeting held at Warwick Community Ambulance – 151 North Ln
LFC – Meeting held at Lititz Fire Co. – 24 W Main St
BFC – Meeting held at Brunnerville Fire Co. – 1302 Church St, Brunnerville
BKFC – Meeting held at Brickerville Fire Co. – 10 Hopeland Rd
RFC – Meeting held at Rothsville Fire Co. – 2071 Main St, Rothsville

SUB-COMMITTEE ON FINANCES:

Year 2023 Proposed Budget

David Carson, 220 E. Sixth Street, asked if the proposed budget was available to the public and it is not yet available. Deliberation and discussion ended in the following summary of items to be included in the year 2023 Proposed Budget:

General Fund -

Revenue:

- Real estate tax millage remaining at 2 mills, tbd.
- Realty Transfer Tax diminishing with the slower housing market.
- LCTCB projections on earned income tax increasing.
- Parking violations may increase in 2024.
- WSD events police assistance no longer needed as it once was.
- WSD share of crossing guard expenses.
- Increased rates for parking meters.
- Increase in trash rates associated with higher contract costs and tipping fees.

Expenses:

- Single audit for bridge project.
- Lease for PWD storage ends in 2024.
- Replacement signs in front of Borough Office.
- Boiler service for Borough Office building.
- Additional training for PD supervisors and academy training.
- Police mapping, MOU and ADVOZ.
- Possible WESC new hire pending additional information.
- Donation to Fire Co. for equipment.
- WCAA equipment request.
- Leadership training.
- Venture Lititz donation.
- Comprehensive Plan update.
- Public art.
- Master Plan update in 2024.
- Trash hauling and LCSWMA increases.
- PWD heaters.
- Market Street bridge repairs.
- Possible additional paving projects to catch up, tbd.
- All street lighting out of General Fund.
- Broad and Lincoln signal project.
- Parking meter maintenance fee.
- Sixth Street Park carry over funds and additional funds allocated.

Year 2023 Proposed Budget (Cont)

- Shade Tree Projects, removals and replacements.
- Donation to Lititz Public Library.

Park Fund -

Revenue:

- No new revenue.

Expenses:

- No new expenses.

Water Fund -

Revenue:

- Tapping fees for Pleasant View and Toy Soldier.

Expenses:

- Contract operations.
- Leak detection twice a year.

Sewer Fund -

Revenue:

- WTMA at 45% flow.
- Tapping fees for Toy Soldier.

Expenses:

- Misc. engineering services.
- Infiltration/Infill.
- LBA capital projects.
- NPDES sampling requirements.
- Contract operations.

Skate Park Fund -

Revenue:

- Transfer from General Fund.

Expenses:

- Skate Park concrete equipment.

General Capital Improvement Fund -

Revenue:

- RACP Grant for rail relocation.
- Drawdown loan for stormwater projects and rail project.

Expenses:

- Norfolk Southern Project.
- Runaround rail project.
- Debt service.
- Transfer to Stormwater Fund

Equipment Reserve Fund -

Revenue:

- Transfers from other funds.
- Sale of Truck #10.
- Grant for leaf machine and box.

Year 2023 Proposed Budget (Cont)

Expenses:

- LBPD 2022-2023 Ford Interceptor.
- LBPD electric bikes.
- AXON 1st year of 5-year project. (Lee left at this time.)
- Solar speed devices (2).
- PWD 2023 Chevy 2500 HD, plow, lift, gate.
- PWD Gravely mower.
- PWD Mini excavator, hammer, tamper with offset costs.
- PWD leaf machine if 90% grant is awarded.

Storm Drainage Construction Fund -

Revenue:

- Stormwater utility fee.
- NFWF grant for basin design.
- Transfer from GCI Fund.

Expenses:

- MS4 compliance, regional basin, Cedar St culvert engineering.
- Televising for paving projects.
- Curbing for Cedar Street Project.
- Regional basin.
- Cedar Street culvert.
- Debt service.
- Transfer to General Fund.

Water Construction Fund -

Revenue:

- Transfer from Water Fund.

Expenses:

- N. Cedar Street water main.
- Spruce Street and Marion Street water main.
- Chlorine gas conversion.
- WTP fence.
- VFD intermediate pump.
- VFD high service pump.
- LED filter room 1 & 2.
- LED filter room #3.

Highway Aid Fund -

Revenue:

- PA Liquid Fuels.
- Cedar Street bridge replacement project ending.

Expenses:

- Cedar Street bridge replacement project ending.
- Paving – W. 6th & W. 7th Street Project with Warwick Township; Cedar Street 3rd to 6th Street

Police Contributions Special Revenue Fund -

Revenue:

- Contributions.

Expenses:

- K-9, community outreach, protection supplies.

Year 2023 Proposed Budget (Cont)

The Year 2023 Proposed budget will be amended for the November 29, 2022, Council meeting to then be advertised for public display.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:04 P.M. on a motion by Greiner with a second by Sensenich.

Respectfully submitted,


Sue Ann Barry
Secretary/Treasurer